

ADODR/COR/COTR CERTIFICATION

Please complete Sections A & B, sign in Section C, and return this form to your Agency Contracting Officer within 5 workdays. Should you have questions, please contact your agency Ethics Office.

SECTION A

EMPLOYEE NAME	TELEPHONE NUMBER
AREA/LOCATION/DIVISION NAME	
AGREEMENT OR CONTRACT NUMBER	EXPIRATION DATE
NAME OF CONTRACTOR OR COOPERATING ORGANIZATION	

SECTION B

Have you filed either a Confidential Financial Disclosure Report (OGE-450) or a Public Financial Disclosure Report (SF-278) within the last 365 days? YES NO

NOTE: All CORs, COTRs and ADODRs are required to file a financial disclosure report if they hold this position for 60 days or longer.

SECTION C

I understand that Federal employees must avoid official work that could create a conflict of interest environment. This prohibition is specified by Title 18 U.S. Code Section 208, which prohibits Federal employees from participating personally and substantially as a Government officer or employee on Government matters that they, their spouse, minor child, general partner, organization in which they serve as officer, director, trustee, general partner or employee, or any person or organization with whom they are negotiating with, or have any arrangement concerning prospective employment, have a financial interest.

I hereby certify that I understand the above prohibition and further, that I understand that the above prohibitive environment specifically includes those situations where a USDA employee serves as a Contracting Officer's Representative, Contracting Officer's Technical Representative, or Authorized Departmental Officer's Designated Representative. I further understand that I must avoid serving in the above appointments where a financial interest with a contractor, its subsidiaries, or a cooperating office exists.

SIGNATURE	DATE
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